

INFORMATION TECHNOLOGY COMMITTEE
MINUTES
February 4, 2004

PLACE: Room 119, Darien Town Hall

TIME: 8:30 a.m.

ATTENDING: Pugh, Harrel, Gray, Berry, Hovell, Ginsberg, Adams, Raleigh, Penn, Crary,
McManus, Plehaty, Clarke

Mr. Pugh distributed two drafts reflecting his work with Mr. Crary and Blum Shapiro. The "Technology Assessment Approach" handout with the "check" in the top right corner looks at four selected Departments. The group decided to proceed with the "check" handout. Mr. Gray suggested changes in wording to Item #2. The Board of Finance will vote on the transfer of funds tonight. If approved, the project will proceed, as it has already been approved by the Board of Selectmen.

Mr. Hovell mentioned two ideas: a) investigating possible "EZ-Pass" type systems and b) coordinating various T-1 lines throughout Town.

Mr. Gray suggested including a deadline date on the Blum Shapiro proposal. Mr. Hovell recommended the end of March, if the Board of Finance approves the budget transfer tonight. Steps 1 & 2 of the Study depend on the Town. The four suggested Departments are: Planning & Zoning; Building; Tax Assessor; and Tax Collector. Mr. Pugh suggested consideration of the Park & Recreation Department, and their existing software. Mr. Crary said that a technology selection approach may be the next step. Mr. Ginsberg explained that the Health Department plays a critical role in the permitting process and should be involved in any software analysis that involves the Planning and Zoning and Building Departments. Mr. Pugh asked which Department heads should meet with Blum Shapiro.

Mr. Adams then explained the various T-1 lines in Town. Mr. Adams explained that there are no new technology initiatives in the Board of Ed budget. He said that the \$85000 Citrix project may be cut from the budget. The original budget would have replaced 200-225 computers.

Mr. Gray said that the Library will change a part-time to full-time network engineer. He said that there is a project for wireless hot spots at the train stations (\$3400 \pm), and funds for outside software training (\$3500 \pm). He has included \$33000 \pm for software maintenance of the Innovation System.

Mr. Crary said that the \$38000 proposal to replace monitors at Town Hall will likely be cut from the budget. Mr. Hovell also mentioned the GIS plotter replacement in the capital budget. Chief McManus then outlined the mobile data project.

The meeting was then adjourned at 9:55 a.m.

Respectfully submitted,

Jeremy Ginsberg